

PLANNING COMMISSION  
HYBRID IN-PERSON AND VIRTUAL MEETING MINUTES  
Monday, October 4, 2021

I. Call to Order and Roll Call

The Hybrid In-person and Virtual Meeting of the Planning Commission was called to order at 7:00 PM by Chairman Matt Kowalski with roll call:

Matt Kowalski	Thomas Phillips	Jim Carty – arrived 7:04 pm
Alison Heatley	Chet Hill – Attending Remotely from Maui, HI	Kyle Marsh
Karen Roberts	Wa Hubbard, Ex-officio	Dustin Wise – Attending remotely from Denver, CO
Student Reps: Isabella Malek	Stuart Bovich	

Also present: Michelle Aniol, Community Development Manager; Mike Auerbach, Assistant Planner; Megan Masson-Minock, CWA; Marcus McNamara, OHM Advisors

Also present remotely: Allison Bishop, A. R. Brouwer

II. Action on minutes:

A. Virtual Regular Meeting Minutes – September 7, 2021 and Joint PC/CC/ZBA Meeting Minutes – September 20, 2021

Motion Carty; support Roberts to approve the minutes of the September 7, 2021 Virtual Regular Meeting Minutes and September 20, 2021 Joint PC/CC/ZBA Meeting, as presented.

Ayes: Wise, Hill, Carty, Marsh, Phillips, Hubbard, Kowalski, Heatley, Roberts  
Nays: None  
Motion carries

III. Approval of agenda

Motion By Roberts; support Heatley

Ayes: Heatley, Roberts, Phillips, Hill, Hubbard, Carty, Marsh, Kowalski, Wise,  
Nays: None  
Motion carries

IV. Public Hearing(s) None

V. Pre-Arranged Participation - None

VI. Reports of Officers:

A. Chairman Report – None

B. Planning Commissioners and Council Ex officio Reports

- Ex officio Hubbard reported that City Council:
  - Accepted site plan approval recommendation from the Planning Commission for the Care 2 Cure project, with additional conditions, including 1) the lighting color temperature be limited to 3,000 Kelvins and for the sidewalk that is facing the Dexter-Ann Arbor Road be widened to 7 feet.
  - Approved a request to vacate the remaining improved portion of Fourth Street, between Broad St and the RR right-of-way.

- Postponed action on a request for an additional barrier free parking space at 150 Jeffords, until a more detailed engineering plan can be provided.
- Discussed the continuation and expansion of the Downtown Dexter Social District and will consider taking action at its meeting on October 10, 2021.

C. Committee Reports - None

D. Community Development Office Reports – CDM Aniol apologized that the report was not provided in the packet and provided the following verbal updates:

- Interviews for assistant to the City Manager were conducted. Two candidates have made the cut and a decision by the City Manager will be forthcoming.
- Fall street tree planting has begun.
- A conditional rezoning application is anticipated for Mill Creek Brewery at 8180 Main St in time for the Commission's December meeting.

VII. Citizen Wishing to Address the Commission (Non-Arranged Participation) - None

VIII. Unfinished Business - None

IX. New Business:

A. AP2021.22-05 CSPR Variety Die and Stamping Combined Site Plan Review- Consider a combined preliminary and final site plan for a 12,103 sq. ft. building addition to the existing Variety Die and Stamping facility, located at 2221 Bishop Cr. E.

Megan Masson-Minock (CWA) reviewed the proposal and presented the planning and recommendations, primarily focused on landscaping concerns, and then she outlined the determinations to be made by the Planning Commission.

Marcus McNamara (OHM) presented his review and recommendations citing minor issues, which could be address on a revised site plan.

CDM Aniol presented her review and recommendations, and noted CWA, OHM and DAFD were all recommending approval subject to conditions cited in their respective review letters, which were included in the packet. She also explained the concerns regarding scrap pit, and then summarized the findings and determination to be made regarding a landscape waiver and the installation of a drip irrigation or automatic irrigation system.

Allison Bishop (AR Brouwer) presented the Variety Die and Stamping application.

CDM Aniol confirmed the applicant had agreed to eliminate the proposed dead-end water line and fire hydrant and install a smoke and heat detection system for the existing building and the proposed addition, as recommended by the DAFD.

Motion by Carty; support Wise based on the information provided by the applicant, staff, CWA, OHM, and DAFD, and reflected in the minutes of its the October 4, 2021 meeting, and pursuant to the requirements of Article XXI of the Zoning Ordinance, the Planning Commission recommends approval of AP2021.22-05 Combined Preliminary and Final Site Plan for Variety Die & Stamping, dated September 2, 2021 to City Council, subject to the following conditions:

- a. A waiver of Section 6.03 shall be granted, conditioned on full compliance with previously approved site plan.
- b. The applicant shall be required install a drip or automatic irrigation system to ensure the health of the landscaping in the parking lot islands and greenbelts surrounding the western parking lot.

- c. Detailed information regarding the scrap pits, the trench drain system, the location of the storage area, storage containers, spill containment system, collection and disposal, the dimensions, including depth, and materials of construction of the pits shall be provided on a revised site plan.
- d. A notation shall be added to a revised plan to state "Outdoor storage of scrap metal is prohibited".
- e. Recycling and dumpster enclosure notes shall be updated on a revised site plan to be consistent with one another and meet the requirements of Section 3.16.
- f. The landscape plan shall be revised to 1) correctly identify dead, dying or diseased trees and shrubs, and provide the required replacements, and 2) add weeding, pruning and watering on a regular basis, bi-weekly to monthly during the spring, summer and fall with spring and fall pruning and clean-up to the landscape maintenance plan.
- g. The applicant shall submit a sanitary basis of design to ensure proper accommodation for the addition.
- h. The hydraulic grade line shall be shown in the storm sewer profile view.
- i. The east invert elevation shall be shown in both plan and profile view of the storm sewer.
- j. The storm sewer profile view shall delineate areas of sand backfill within influence of pavement.
- k. Applicant shall eliminate the proposed dead-end water line and fire hydrant and install a smoke and heat detection system for the existing building and proposed building addition.
- l. Staff review dated, September 29, 2021;
- m. CWA review recommendations dated, September 19, 2021;
- n. OHM review dated, September 23, 2021; and
- o. DAFD review dated, September 20, 2021.

Ayes: Wise, Hill, Marsh, Carty, Hubbard, Phillips, Roberts, Heatley, Kowalski

Nays: None

Motion carries

- B. AP2021.22-07 TAZO Text Amendment for Plug-in Electric Vehicle Stations- Review and discuss draft text amendment to establish regulations to allow Plug-in Electric Vehicles (PEVs), and possibly scheduled a public hearing for November 1, 2021.

CDM Aniol reviewed the draft text amendment to allow Plug-in Electric Vehicles included in the Planning Commission's packet.

The Planning Commission discussed whether or not the proposed regulations would be burdensome or costly.

Consensus of the Commission was for staff to schedule a public hearing for the November 1, 2021 Planning Commission meeting.

C. Zoning Ordinance Update from Sub-Committee

Ms. Masson-Minock provided a summary of 10<sup>th</sup> ZO Update Sub-Committee Meeting held just before tonight's Planning Commission meeting, which included a preliminary review of parking and loading regulations, landscaping regulations and sign regulations. The Sub-Committee will continue to review and discuss those regulations at its next meeting on November 1<sup>st</sup>, and then the Sub-Committee will look at updating the Subdivision Control Ordinance. Ms. Masson-Minock encouraged the Planning Commission to review the materials, which are online and the link is provided with tonight's agenda, and to let her or staff know if they have any questions or comments.

X. Proposed business for Monday, November 1, 2021:

A. Zoning Ordinance Sub-Committee – Review of 11<sup>th</sup> Meeting

B. Public Hearing – Amendment to The Encore Theatre Conditional Rezoning Agreement

C. Public Hearing (anticipated) - Text Amendment to Zoning Ordinance to allow Plug-in Electric Vehicles Stations

D. Public Hearing (anticipated) – Application for Conditional Rezoning of 8180 Main Street

E. Amendment to Approved Condominium Documents for Grandview Commons

XI. Citizens wishing to address the Commission - None

XII. Adjournment

Motion by Carty; support Heatley. Meeting adjourned at 8:24 pm.

Respectfully submitted,

Michelle Aniol,  
Community Development Manager

Approved for Filing: November 1, 2021